

PPAS 1110 3.00
**Introduction to Public Administration: Bureaucracy and Western Liberal
Capitalist Democracy**
Fall Term 2020

Professor Daniel Cohn, Ph.D.
The School of Public Policy and Administration

Attention All Potential Students: This Class Will Be Conducted Remotely.

Instructor	Telephone	Email	WWW	One-on-One Help
Daniel Cohn	(416)736-2100 x77276 This is my campus office Voice Mail, I check it once a day Monday to Friday	dcohn@yorku.ca	dcohn.info.yorku.ca	By Appointment via the Telephone during my office hours: Thurs 10:30 – 12:30
To make an appointment for the Thursday Telephone Office Hours (One-on-One Help): Email the Instructor a request including your name, your student number, a brief explanation (e.g. “problem accessing readings for week 2”, “I want to discuss my grade on my book review”, “I need help with my essay”, etc.), as well as the telephone number to call you at. The instructor is guaranteed to be able to talk during these office hours. If you need to speak at a different time, he will do his best to accommodate you, but cannot promise to do so.				

Teaching Assistants	Email
Adam Schachhuber	aschachh@yorku.ca
Stephanie Mackenzie-Smith	sms75@yorku.ca

Several platforms will be used in this course (e.g., Moodle, Zoom, etc.) through which students will interact with the course materials, the course director/TA, as well as with one another. Please review this syllabus to determine how the class meets (in whole or in part), and how office hours and presentations will be conducted.

Students shall note the following:

- Zoom is hosted on servers in the U.S. This includes recordings done through Zoom.
- If you have privacy concerns about your data, provide only your first name or a nickname when you join a session.
- The system is configured in a way that all participants are automatically notified when a session is being recorded. In other words, a session cannot be recorded without you knowing about it.

If you enroll in this class, you are agreeing to participate in it remotely, including:

- Watching each week’s pre-recorded lecture available through the Moodle course site before your tutorial group takes place,

- Participating in each week’s required live online tutorial group led by your teaching assistant using the Zoom video meeting platform (Note: if you need to miss a week you must inform your teaching assistant, if you are absent without a suitable reason, she/he has authority to reduce your participation grade). Please note, these sessions are an integral part of the course and worth 20% of your mark. The instructor will only entertain a request to be exempted from participating in the tutorials for the following reasons:
 - The need to accommodate a disability, documented by a letter of accommodation from the appropriate York University office.
 - The need to protect a potential student’s privacy, documented by a supporting letter from an appropriate authority (lawyer, social worker, police, etc., etc.).
- Participating in optional live online question and answer sessions led by the instructor, also via Zoom.

As a result, participation in this class requires students to have access to a computer, tablet or decent smart-phone with broadband internet connection, equipped with a microphone and a web-camera, both on a regular basis and specifically at the scheduled weekly time of your tutorial group. Further, beyond the various York University policies and regulations that already govern your conduct in this class and while you complete your assignments, you will also be required to agree to Zoom’s own user agreement <https://zoom.us/terms> .

The Faculty of Liberal Arts and Professional Studies has prepared the following document: [“Student Rights and Responsibilities”](#) to help you better understand these topics.

The University has prepared the following document: [“Important Course Information”](#) which you should also be familiar with.

Accessibility:

If you require accommodation due to a disability, please advise the instructor as soon as possible or arrange to have the appropriate office on campus send him an “accommodation letter” or “notice of needed accommodation form”, etc. The instructor is happy to make adjustments needed so that you can achieve your full potential as a student in the course.

Class Component	Time
Lectures (Pre-Recorded): Link to Weekly Lecture Posted on Moodle Site No Later than Monday Morning	Please watch the lecture sometime before each Wednesday Morning
Optional Drop-In Help Sessions with the Instructor Conducted Live via Zoom	Wednesday 10:30 – 12:30
Tutorial Group 1 Conducted Live via Zoom	Wednesday 9:30 – 10:20
Tutorial Group 2 Conducted Live via Zoom	Wednesday 9:30 – 10:20
Tutorial Group 3 Conducted Live via Zoom	Wednesday 13:30-14:20
Tutorial Group 4 Conducted Live via Zoom	Wednesday 13:30 – 14:20

Summary Description:

PPAS 1110 provides a comparative introduction to public administration which explores the ways in which the key institutions of western civilization impact on the work of public servants and the ways in which these institutions are, in turn, reshaped by their interaction with the primary institution of the public service, bureaucracy.

The Aims of this Course Are:

- 1.) Make students aware of the key characteristics of four major social institutions: Western Culture, Liberal Ideology, Capitalism, and Democracy; how these institutions combine to constitute the dominant regime-type among today's nation states; as well as how they interact with a fifth major social institution, Bureaucracy.
- 2.) Give students the opportunity to learn variations among nation-states within the dominant regime-type, based on variation in the way that these social institutions are expressed
- 3.) Give students the opportunity to learn basic comparative social science theory.
- 4.) Give students the opportunity to learn basic social science research and communications skills.
- 5.) Give students the opportunity to learn how major social institutions shape the work and choices available to individual public servants and public service organizations (bureaucracies).
- 6.) Give students the opportunity to learn how public service organizations (bureaucracies) have in turn shaped the development of the other major social institutions.

Assignments, Grading Scheme, Dates:

Assignment	Date	Grades
Book Review	Due October 14	25
Mid-Term "Take-Home" Exam	Posted October 21 / Due October 23	15
Essay	Due December 2	25
TA Group Participation	Throughout the Term	20
End-of-Term "Take-Home" Exam	Posted December 9 / Due December 11	15
Total		100

Grading Policies:

All students in the course are strongly encouraged to familiarize themselves with the seven modules of The Academic Integrity Tutorial. Please note: It is your responsibility to be aware of The University's Academic Honesty Policy, as well as its other policies governing student conduct and to ensure that your work is done in conformity with the best standards of academic

behaviour. I am required by the regulations of the University to report ALL suspected violations of the Academic Honesty Policy. I will be happy to answer any questions you might have about academic integrity and to assist you, but it is up to you to make sure you do not cheat. Sounds silly, I know. However, over the years I have found that most violations of these policies are simply accidental and not deliberate. By taking the time to review the modules of the tutorial, you will be taking a big step towards ensuring you do not inadvertently get yourself into trouble.

All assignment and take home exams are to be submitted electronically. Further details will be provided as to how this will be done at the start of the term. A note about “take-home exams”. A take-home exam is a hybrid of a traditional assignment with the short time limits of an exam. In the case of this class, you will be given a list of questions and be expected to answer one of those questions with a well-written and well-reasoned essay and have two full days to complete the essay. You will get further instructions and advice on how to successfully complete all of the written assignments, including how to write an award-winning take-home exam, during the course.

Late assignments will be assessed a penalty of 1/10th the marks available per day (weekends count as one day). This penalty will be waived if you have a compelling reason for being late, such as a serious illness or the need to care for a sick dependent. Requests for extensions or for the waiving of late penalties must be appropriately documented with medical notes, etc. Please let the instructor know as soon as possible if you cannot make a deadline and are going to be late. **Note*** only the instructor can waive late penalties. Your teaching assistants are not permitted to do so. Therefore, all communications regarding requests for extensions, waiving of late penalties etc. should be directed to him, not to the teaching assistants .

The class consists of a weekly, pre-recorded lecture and an hour reserved for Tutorial Groups led by your T/As. T/A groups are not free time and are not optional. 20 percent of your mark is reserved for your T/A to assign based on the degree you participated in your group and the quality of your participation. If you know you will not be able to take part in a weekly online tutorial session, you should notify your T/A and explain why, or contact them as soon as possible after an unexpected absence. You will be penalized if you are absent without sufficient reason. The weekly online drop-in sessions with the instructor are optional. You may participate every week if you like, only when you have a problem or question you wish to discuss in a group setting, or not at all, if that is your preference. Please refer to the first section of this outline as to legitimate grounds for being exempted in total from participating in tutorial groups. **Note*** only the instructor can grant this total exemption, your T/A is not permitted to do so.

YOU MUST COMPLETE ALL ASSIGNMENTS AND EXAMS TO RECEIVE A GRADE FOR THIS COURSE. WHERE WARRANTED, I WILL GIVE EXTENSIONS, ETC. IF YOU HAVE A LEGITIMATE REASON FOR HAVING WORK OUTSTANDING AT THE END OF THE TERM. HOWEVER, THE REQUIREMENT TO COMPLETE ALL WORK WILL ONLY BE WAIVED IN EXTREME SITUATIONS.

Required Textbooks:

Kettl, Donald F (2015) *The Transformation of Governance: Public Administration for the Twenty-First Century, Updated Edition*. Baltimore, MD: Johns Hopkins University Press. ISBN 9781421416359. This book is used extensively in class.

Cole, Desmond (2020) *The Skin We're In: A Year of Black Resistance and Power*. Toronto: Doubleday Canada – A Division of Penguin Random House. ISBN 9780385686341 . ***Note Savings Opportunity:** The instructor has seen the electronic version of this book available at a substantial discount to the paper version at leading online booksellers such as: [amazon.ca](https://www.amazon.ca) , [indigo.ca](https://www.indigo.ca) and [ebooks.com](https://www.ebooks.com) . **Warning!** Before you buy an electronic book make sure that you can install the e-book reader required by the version you buy (e.g. Amazon's Kindle or Indigo's Rakuten Kobo) on your device. We are reading this book for the book review assignment this year.

Other required readings are available electronically via the York University Library or can be found with free public access on the World Wide Web.

Please Note: Linkages to electronic resources listed in this syllabus have been recently tested and found to be in working order. All links are to so-called “stable urls” and therefore should not change. From time to time, however, computer networks do crash and become unavailable for planned maintenance. It is wise to download electronic readings as soon as possible and to print them out right away. This will help ensure you are not in a last minute panic to find them. In order to use the electronic resources available from the Library you must first log-in to a computer in the Library or have signed in as an authorized user on the Library web site. Your login is the same “Passport York” ID and password that you use for most things at York U. If you are not logged-in, you will probably be asked to do so before accessing the article. However, sometimes you might instead be bounced to either a dead-end page, or a public access website where you are asked to pay for access to the material. To be 100% certain that you are logged-in, go to the webpage noted below and hit the big red button that says SIGN IN FROM HOME and then keep that window of your web-browser open or minimized. If you close the window totally, your session ends: <http://www.library.yorku.ca/web/ask-services/computing/off-campus-access/>

***Note: The lectures for each week will be available on the course Moodle site no later than Monday morning. It is your responsibility to do your readings, then to watch the lecture, so that you are well prepared to take part in the tutorial group with your classmates and your teaching assistant each Wednesday.**

Weekly Class Schedule:

September 9 A brief introduction to the concept of Regimes: Global Insertion, Ideology, Productive Organization, The State. Why does what we are doing in this class matter? ***Note:**

this is the first lecture, there is no tutorial group this week. The instructor will be online for drop-in help Sessions from 10:30-12:30 and will be taking appointments via email (dcohn@yorku.ca) for office hours for Thursday September 10th.

- No Reading

September 16 Western Culture ***Note: Your Tutorial Groups Begin.**

- Snow, David A, Owens, Peter B. and Tan Anna E. 2014. Libraries, Social Movements and Cultural Change: Towards an Alternative Conceptualization of Culture. *Social Currents* 1(1): 35-43. Available from the Library at: <https://doi-org.ezproxy.library.yorku.ca/10.1177/2329496513514034>
- Ratzinger, Joseph. 2004. Europe: It's Spiritual Foundation Yesterday, Today, and in the Future. Originally published in *Inside the Vatican* (June/July 2004). Available online at: <https://www.catholicculture.org/culture/library/view.cfm?recnum=6317>

September 23 Liberal Ideology

- Bailey, Gordon and Noga, Gayle. 2003. Chapter 1: The Overt and Covert Power of Ideology. In *Ideology: Structuring Identities in Contemporary Life*. Peterborough, ON: Broadview Press. Available from the Library at: <https://books-scholarsportal-info.ezproxy.library.yorku.ca/en/read?id=/ebooks/ebooks2/utpress/2013-08-26/1/9781442602076>
- Fawcett, Edmond. 2018. Introduction: *The Practice of Liberalism*. In *Liberalism: The Life of an Idea, Second Edition.*, NJ: Princeton University Press. Available from the Library at: <https://doi-org.ezproxy.library.yorku.ca/10.23943/9781400889679>

September 30 Capitalism

- Kocka, Jürgen. 2016. Chapter 1: What does Capitalism Mean? In *Capitalism a Short History*. Princeton, NJ: Princeton University Press. Available from the Library at: <https://www-jstor-org.ezproxy.library.yorku.ca/stable/j.ctvc77kv8.4>
- Sherman, Howard, and Meeropol, Michael A. 2015. Chapter 4: The Keynesian Revolution. In *Principles of Macroeconomics Activist vs. Austerity Policies*. New York, NY: Routledge. Available from the Library at: <https://ebookcentral.proquest.com/lib/york/detail.action?docID=1986808>
- Backhouse, Roger E. and Bateman, Bradley W. 2011. Chapter 2: The Rise and Fall of Keynesian Economics. In *Capitalist Revolutionary: John Maynard Keynes*. Cambridge, MA: Harvard University Press. Available from the Library at: <https://www-jstor-org.ezproxy.library.yorku.ca/stable/j.ctt24hgsq.4>

October 7 Democracy

- Diamond, Larry 2008. Democratization in the Twenty-First Century: The Prospects for the Global Diffusion of Democracy. In Nardulli, Peter F. (ed.) *International Perspectives on Contemporary Democracy*, Bloomington, IL: University of Illinois Press. Available from the Library at: <https://www-jstor-org.ezproxy.library.yorku.ca/stable/10.5406/j.ctt1xcnm8.5>
- Pateman, Carole. 1996. Democracy and Democratization: Presidential Address, XVIth World Congress, IPSA. *International Political Science Review* 17(1): 5-12. Available

from the Library at: <https://doi-org.ezproxy.library.yorku.ca/10.1177/019251296017001001>

- Diamond, Larry. 2020. Breaking out of the Democratic Slump. *Journal of Democracy* 31(1): 36-50. Available from the Library at: <https://muse-jhu-edu.ezproxy.library.yorku.ca/article/745952>

October 14 READING BREAK: NO LECTURE POSTED, NO TUTORIAL GROUPS
BOOK REVIEWS ARE DUE

October 21 MID-TERM TAKE-HOME EXAM DUE FRIDAY OCTOBER 23.

October 28 Bureaucracy: Introduction – BOOK REVIEWS ARE DUE

- Weber, Max. 1922 / 2019. Chapter 3: Types of Rule (only pp.338-354). In Tribe, Keith (trans. and ed.) *Economy and Society: A New Translation*. Cambridge, MA: Harvard University Press. Available from the Library at: <https://doi-org.ezproxy.library.yorku.ca/10.4159/9780674240827>
- Johan P. Olsen (2008). The Ups and Downs of Bureaucratic Organization. *Annual Review of Political Science* 11, 13-37. Available from the Library at: <http://www.annualreviews.org.ezproxy.library.yorku.ca/doi/abs/10.1146/annurev.polisci.11.060106.101806>

November 4 Bureaucracy: Paradoxes and Traditions

- Kettl, Preface, Chapters 1 and 2

November 11 Bureaucracy: Dilemmas and Internal Boundaries

- Kettl, Chapters 3 and 4

November 18 Bureaucracy: External Boundaries, Democracy and Governance

- Kettl, Chapters 5 and 6

November 25 Bureaucracy: Who Governs? @ The Boundaries?

- Kettl, Chapters 7 and Epilogue

December 2 Bureaucracy and Western Liberal Capitalist Democracy -- Can We? Should We?
Something of a Term End Review -- ESSAYS ARE DUE

- Hood Christopher (2010) Can we? Administrative limits revisited, *Public Administration Review* 70(4) July/August, 527-534.
<http://onlinelibrary.wiley.com.ezproxy.library.yorku.ca/doi/10.1111/j.1540-6210.2010.02172.x/full>